

**Minutes**  
**Board of Directors of Citizens Nursing Board of Harford County**  
**Monthly Meeting**  
**Thursday, June 28, 2018**  
**9:30 AM**

**In attendance:**

**Board Members:** Joyce Jordan, Chairperson, Wendell Baxter, Treasurer, Robert Greene, Jackie Panowicz and Anna Mae Roberts, members

**Staff:** Pete Panos, Administrator, Angie Tysinger, Interim Director of Nursing, and Cindy Quimby, Director of Business Operations

Chairperson Jordan called the meeting to order at 9:35 AM. It was determined there was not a quorum in attendance.

The next regular board meeting is scheduled for Thursday, July 26, 2018 at 9:30 AM.

**Report from Cindy Quimby, Director of Business Operations**

**Census, Volunteers and Visitors**

There were a total of 18 admissions, 13 discharges and 3 deaths in the month of May. Volunteer hours for May were 593. Retraining for the summer Junior volunteers has started. The Guild is sponsoring the Summer Employee Attendance Reward Program.

**Human Resources Report**

For the month of May there was a total of 1 new hire and 13 terminations. The facility wide turnover rate for May 2018 was 5.39% and 2.68% for May 2017.

**Financial Report**

The percentage of occupancy for May was 89.6%. The year to date percentage of occupancy is 86.0%. The year to date gain is \$24,119. There will be not be a financial report for June 2018 as yearend reconciliations will be done through mid-September. Auditors are expected the week of September 4<sup>th</sup>.

**Report from Angie Tysinger, Interim Director of Nursing**

The total overtime hours for May was 1,571 hours. There are currently vacancies for 7 full time nurses, 3 part time nurses, 13 full time GNAs and 3 part time GNAs. We are actively interviewing. Nursing students from HCC will be here on July 5<sup>th</sup> and July 19<sup>th</sup>. The Board thanked Mrs. Tysinger for her role as Interim Director of Nursing.

**Report from Pete Panos, Administrator**

**Board of Nursing Hearing – 6/27/18 – State of Maryland vs Malcolm Washington**

The case has been dropped by the State's Attorney's office mainly due to the passing of the resident and there is no opportunity to cross examine the witness; however, the State Board of Nursing has decided to pursue reviewing Mr. Washington's license.

**Self-Report – 6/18/18**

A self-report was made to the Office of Health Care Quality involving a resident rights violation by 2 employees. After investigation, both employees were terminated.

**AIT Report**

Cassie passed the State exam on 6/26/18 and is scheduled to take the Federal exam on 7/6/18. She will return to her former duties as Director of Nursing on 7/9/2018.

**Telemedicine Program**

University of Maryland Upper Chesapeake has now partnered with Curavi for the telemedicine program. The new system has been built specifically for nursing homes. A mobile cart would contain equipment and a camera. University of Maryland would pay 100% of the implementation and 50% of the 2 year lease for the equipment.

**Employee Survey**

218 surveys were distributed to employees as of 6/27/18, 107 responses were received. The Board was provided with a list of questions and responses.

**Discussion of Old/New Business**

**Adjournment**

The meeting adjourned at 12:00 PM.